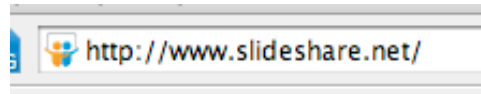


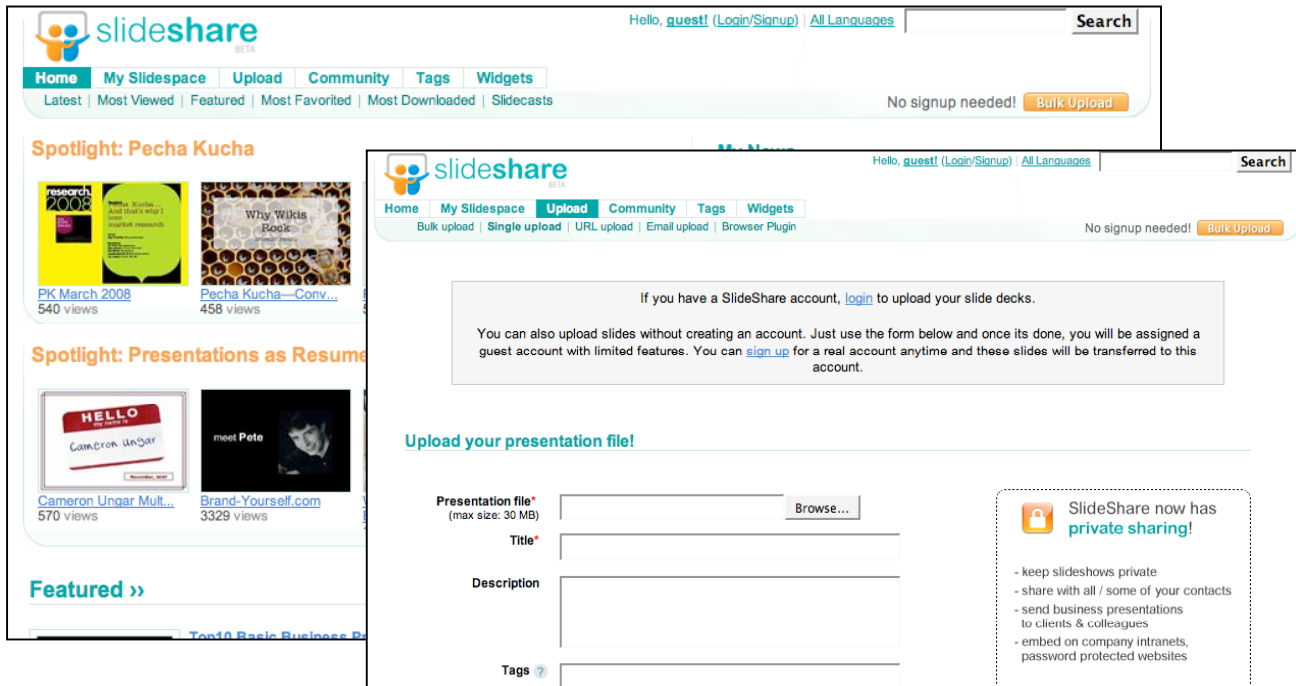


Tutorial for publishing your PPTs to the internet using Edline

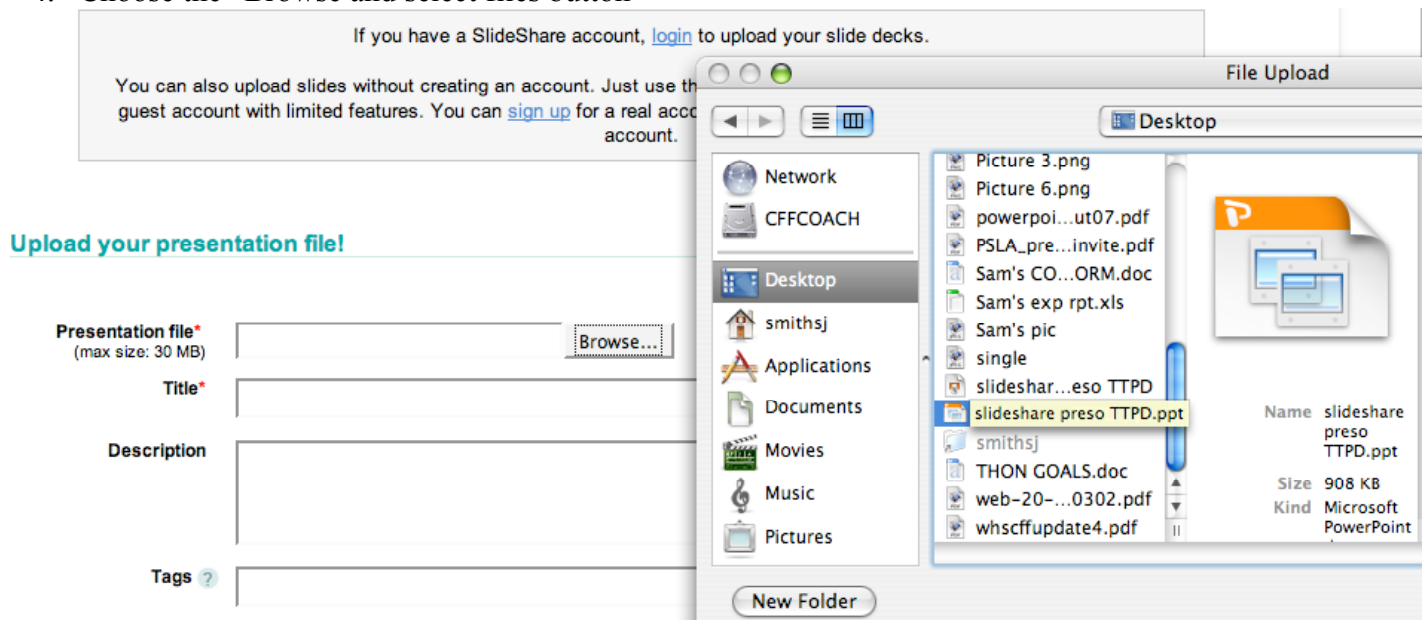
1. Create a PowerPoint and note where you have saved it on your computer. If you use Keynote, convert it to a PPT then follow the directions provided.
2. Open your internet browser and go to this site:



3. Choose "Upload" from the top tool bar on the site, then "Single upload".



4. Choose the "Browse and select files button



5. It will begin to load your PPT. Tag it so it can be searched for yourself or others.

Upload your presentation file!

Presentation file*
(max size: 30 MB) [Browse...](#)

Title*

Description

Tags ?

Allow File download ☒

Language

Privacy
(who can see it?)

Uploading...

Your presentation is being uploaded to our servers.
This may take some time depending on the size of the file
and/or your connection speed.

[Cancel](#)

When you get to the “Privacy” section of your form you have two choices...

Share with “Everyone” or “only me”.


The “Everyone” option will make it public and shareable. If you are confident that the information you presented is correct and could be used by other teachers, consider making it public.

The “only me” option will give you a secret url to share with those you choose. It will not be searchable and once you end this session it will only be available via this url since you did not create an account. If you create an account, you will be able to come back here and change the PPT’s privacy status to share or unshared at anytime.

6. When your slide show is uploading you will see the following screen.

My Slideshows

1-1 of 1



This slideshow is currently being converted to SlideShare's format.
It will be ready soon. Please check after sometime.

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Title

Slideshare Preso T T P D

less than a second ago

7. This is what you will see when it’s uploaded. You will need to click on the presentation to get the embedding code to put it on your Edline Page.

Guest315782's Slidespace

<http://www.slideshare.net/guest315782>



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Guest315782 on Slideshare
Joined: February 08
Slideshow: 1

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1 (1 public)



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Wall

[Signup](#) to send post on wall

Comments

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[Arrange your contacts in lists](#)

[Signup](#) to add contacts

Groups

[Signup](#) to join groups

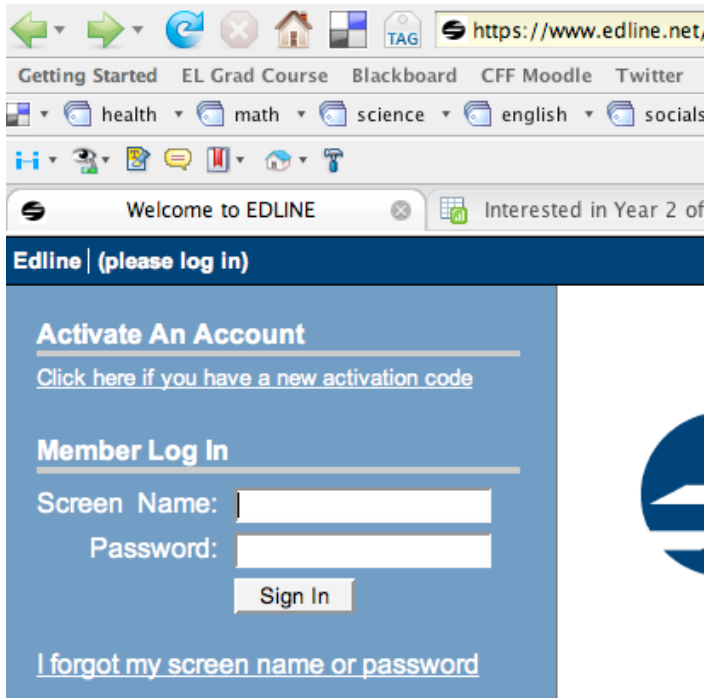
Events

[Signup](#) to join events

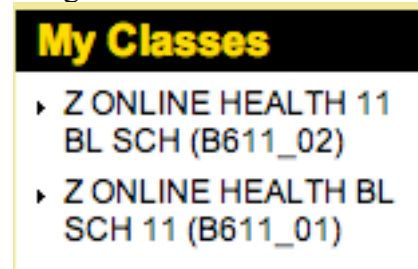
Latest from Contacts

To upload to Edline:

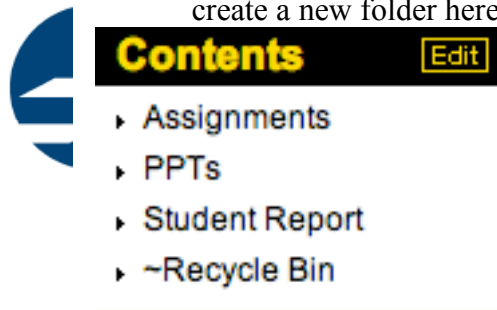
1. Log into Edline...



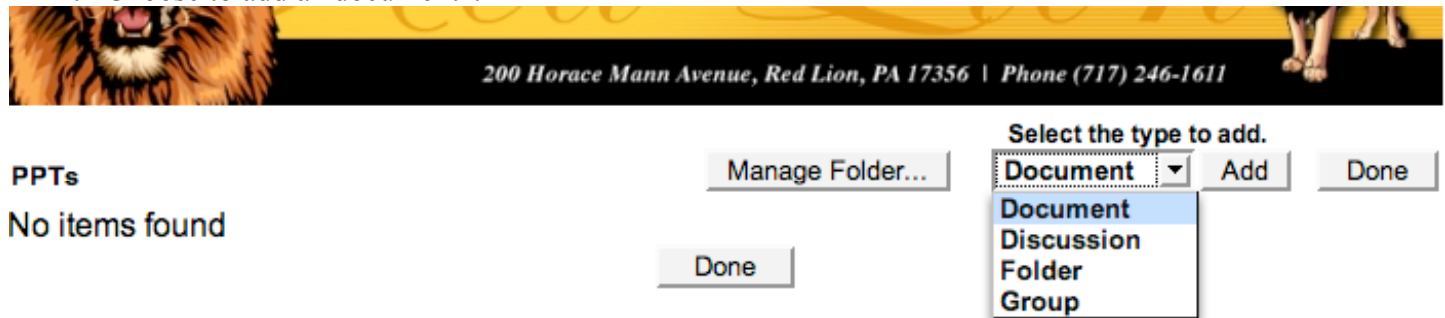
2. Choose the class you want to upload to from the left margin.



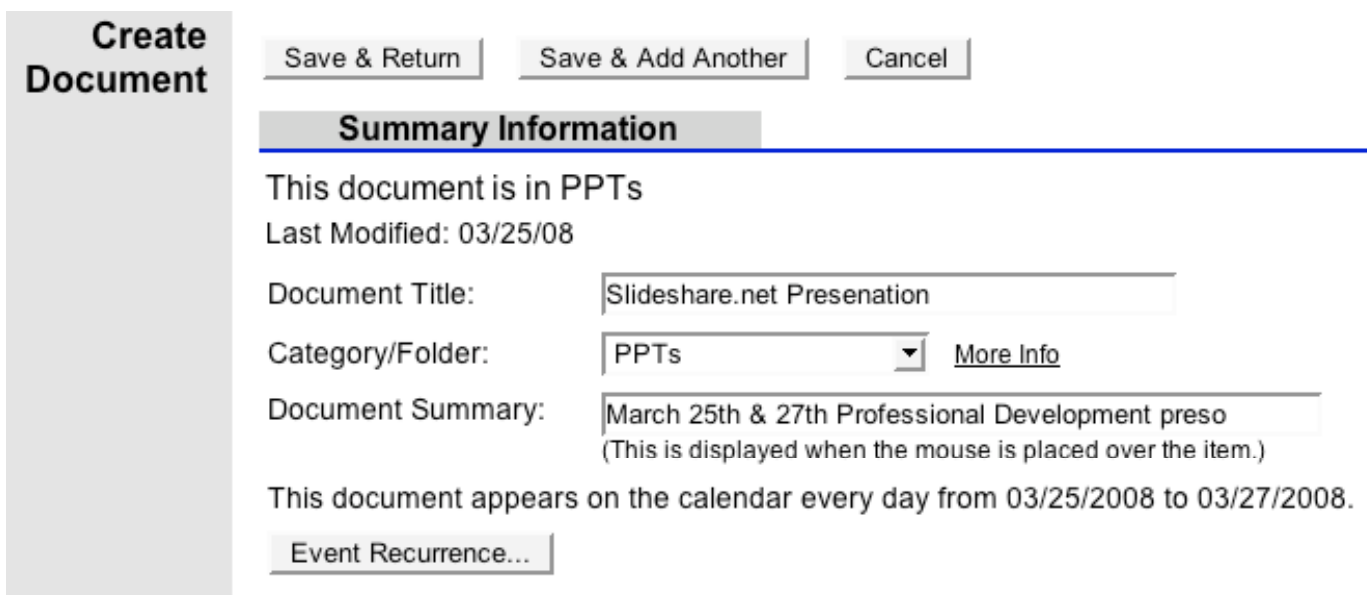
3. Choose "Assignments" from the right margin or create a new folder here for your PPTs



4. Choose to add a "document".



5. Fill in this the "Summary Information" – you do not have to put it on your calendar but would be helpful if you want to use it for students reference of lesson from a particular day.



6. Choose “Enter Text by Hand” and the “HTML” button on the tool bar of the text box. This will open another window to paste the embedding code from slideshare.net. (HTML Source Editor) Once you have pasted the code in from slideshare click on “update”.

[illegible]


You can also add the actual url here to link to it or the url to your webpage, etc...

You can also add an image if you like here.

(Optional) Link to the following URL (enter full format):

☐ View Link In A New Window When Clicked

(Optional) Upload Image (gif, jpg or png):
 Image:



https://www.edline.net - HTML Source Editor

HTML Source Editor

☒ Word wrap

```
<div style="width:425px;text-align:left" id="__ss_320787"><object style="margin:0px" width="425"
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href="http://www.slideshare.net/?src=embed"></a> | <a
href="http://www.slideshare.net/guest315782/slideshare-pres0-t-t-p-d-320787?src=embed" title="View
'Slideshare Preso T T P D' on SlideShare">View</a> | <a
href="http://www.slideshare.net/upload?src=embed">Upload your own</a></div></div>
```

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Click one of the options below to add content:

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- [Upload a web document](#) (a .zip file containing web pages)

Enter Text By Hand:

Font family: [v] Font size: [v]

B *I* U [list icons] [link icon] [image icon] [HTML icon]

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PPT created for staff professional development mini session. Slid [more](#)

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7. Choose “done”. This will take you back to your homepage.

PPTs
(1-1 of 1 items)

Select the type to add.
Document Add Done

Manage Folder...

Select All | Unselect All

Details Show 50

Appears On Calendar	Name	Modified
<input type="checkbox"/> Edit 03/25/08 Tue - 03/27/08 Thu	Slideshare.net Presentation March 25th & 27th Professional Development preso	Today

Select All | Unselect All

Details Show 50

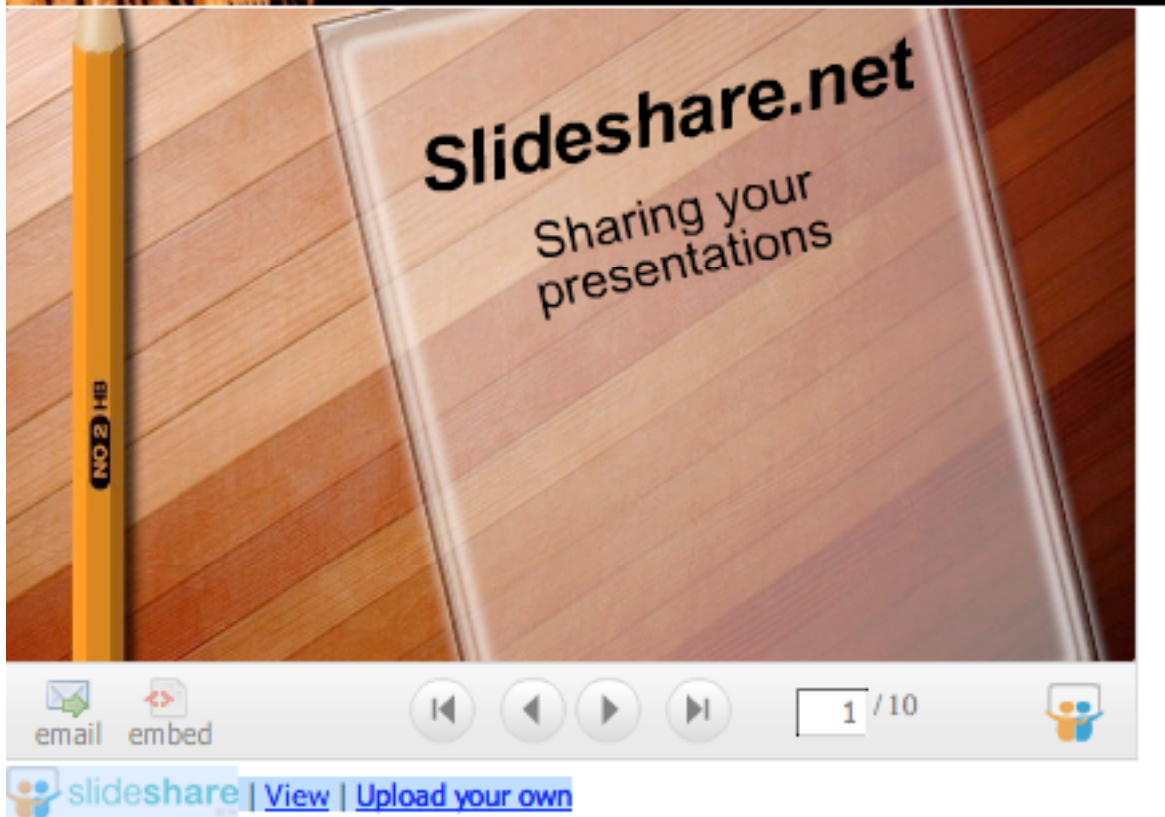
Manage Selected Items [Top](#)

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